

Cemetery & Funeral Bureau  
Advisory Committee Meeting Minutes

November 18, 2008

Westin Los Angeles Airport  
5400 West Century Blvd., Room 329  
Los Angeles, CA 90045

**Advisory Committee Members:**

Glenn Bower  
Andy Bryant  
Royce Ann Rhukala Burks  
Linda Cook  
Virgil County  
Merrill Mefford  
George Prather  
Steve Schacht  
Eva Shaw  
Anthony Wallace  
Betty Cooper Youngren

**Cemetery & Funeral Bureau Staff:**

Rick Wallinder, Bureau Chief; Lisa Moore, Deputy Chief; Phil Harris, Supervising Auditor; Cat Litral, Analyst; Ellis Kjer, Analyst; Lucy Hopkins, Analyst; Jeff Brown, Field Representative

**DCA Staff:** Gary Duke, DCA Legal Counsel; George Ritter, DCA Legal Counsel

**1. Introduction and Opening Remarks**

Bureau Chief Wallinder called the meeting to order at approximately 9:00 a.m. and asked Lucy Hopkins to call the roll. Advisory Committee Members Lisa Messina and Felicia Winston were absent. Mr. Wallinder asked the Advisory Committee members to introduce themselves and explain their association with the advisory committee.

**2. Approval of Advisory Committee Meeting Minutes of November 30, 2007**

Mr. Wallinder asked for a motion to approve the minutes. A motion was made, it was seconded, and the members voted to approve the minutes as drafted.

### **3. Chairperson's Report**

Steve Schacht provided members with a brief introduction on Mr. Wallinder, the recently appointed Bureau Chief for the Cemetery and Funeral Bureau (Bureau). Mr. Schacht also discussed the vision behind the Professionals Achieving Consumer Trust (PACT) Summit and his support for that vision.

### **4. Bureau Chief Report**

Mr. Wallinder provided a brief explanation of the administration, auditing, enforcement, and licensing programs within the Bureau and the staff working in each of these programs. He noted that, in an effort to increase understanding of the Bureau's function, Bureau staff created a newsletter that is available online ([www.cfb.ca.gov](http://www.cfb.ca.gov)) and has generated some positive feedback. Mr. Wallinder also informed Advisory Committee members that the Bureau's website had recently undergone some changes to make it more user friendly. In response to a question from the audience concerning the \$8.50 fee for cremation, burial, entombment and inurnment, Mr. Wallinder explained that there was discussion of the Bureau establishing the fee at \$6.50; however, Bureau staff reviewed the revenue generated with the fee at \$6.50 and determined that it would not be enough to support the enforcement activities it was created for. Bureau Chief Wallinder concluded his presentation stating that he would be traveling as much as possible to become familiar with what is happening in the industry and to share information about what the Bureau is doing.

### **5. Review of Draft Language Concerning Fingerprinting All Licensees**

Mr. Wallinder reported that the draft language was in response to a Los Angeles Times article concerning 127,000 nurses licensed by the Board of Registered Nursing who had not been fingerprinted. He explained that fingerprinting is important as licensing agencies receive reports from enforcement agencies when a licensee is arrested or convicted. This information is then used to determine if action should be taken against a licensee's professional license. Mr. Wallinder noted that the current requirements are for health care agencies within the Department of Consumer Affairs. He promised to update members of any changes that would affect Bureau licensees.

### **6. Review and Approval of Language Relating to Embalmer Examination**

Deputy Chief Moore discussed the creation and administration of the national examination for embalmers. Ms. Moore explained that students who graduate from either of the two California mortuary science programs are required to take the national examination in order to graduate and receive their degree. She added that California is the only state that does not use the national examination for licensure. Consequently, applicants from outside of California may not want

to practice here as they must take California's examination after already taking, and passing, a national examination. Ms. Moore noted that while the national examination may be used as a requirement for licensure, applicants would still be required to take an examination on California's laws, rules and regulations. Members voted unanimously for the Bureau to move forward with its efforts to utilize a national examination for licensure.

#### **7. Discussion Concerning Cemetery Maintenance Standards**

Mr. Wallinder explained that SB 1490 (Ducheny, Chapter 401, Statutes of 2006) added Section 9612 to the Business and Professions Code. This section tasks the Bureau with "adopting regulations that establish minimum standards for maintenance for endowment care cemeteries under the jurisdiction of the bureau." He noted that previous advisory committee meetings had discussed this issue, although no resolutions were reached. Several members of the committee expressed the opinion that the regulations were not necessary as the cemeteries licensed by the Bureau did not have maintenance issues.

#### **8. Revisions to Funeral Regulations**

Mr. Wallinder informed members that Sherrie Moffet-Bell, the prior Bureau Chief, started reviewing and updating funeral regulations with industry members; however, the work had not been completed. Bureau Chief Wallinder stated his intention to complete this process during the next year.

#### **Adjournment**

The meeting was adjourned at approximately 10:15 a.m.